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8-6-0124

file

SEP 16 1954

MEMORANDUM FOR: General Counsel  
Director of Security  
Auditor-in-Chief  
Comptroller  
Chief, Logistics Office  
Chief, Medical Staff  
Chief, Project Administrative Planning Staff  
Chief, Management Staff

SUBJECT: Announcement of Harvard University Advanced Management Program, 23 February - 20 May 1955

1. I want to call the attached announcement from the Director of Training, relative to the Harvard Advanced Management Program, to your personal attention in order to insure that every opportunity is afforded qualified employees in the GS-15 to GS-18 grade range within your purview to make application.

2. In encouraging these applications, I believe that the principle of the employee's increased usefulness to the Agency after such training should be the overriding consideration where there is possible hesitancy about releasing him for such a long period of time. It is inevitable that this course will attract some of your most responsible people, and my own feeling is that whatever sacrifice might have to be made immediately would be counterbalanced by greater returns from your candidate following this training.

3. Since completed applications should be filed with the Office of Training by 1 November 1954, I think it would be appropriate to have any nominations ready for consideration at the meeting of the DD/A Career Service Board immediately following the one scheduled for this Friday, 17 September.

L. A. WHITE  
Deputy Director  
(Administrative)

Attachment

SA-DD/A:JAC:mrp (16 September 1954)

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1 - DD/A Subject ✓

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